

# City of Alexandria

301 King St., Room 2400 Alexandria, VA 22314

## **Legislation Text**

File #: 21-0994, Version: 1

# City of Alexandria, Virginia

**MEMORANDUM** 

**DATE:** JUNE 2, 2021

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: MARK B. JINKS, CITY MANAGER /s/

## **DOCKET TITLE:**

Consideration of the Monthly Financial Report for the Period Ending April 30, 2021.

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**ISSUE:** Receipt of the Monthly Financial Report for the Period Ending April 30, 2021.

**RECOMMENDATION:** That City Council receive the Monthly Financial Report.

**BACKGROUND:** The following discussion is a summary of the Monthly Financial Report for this period. Detailed comparative schedules are attached.

### **REVENUES**

As of April 30, 2021, General Fund revenues collected equaled \$509.0 million, an increase of \$47.2 million or 10.2 percent more than the revenues collected at the same time in FY 2020. In November 2020, the City refunded existing debt to generate a savings of debt service of approximately \$1.0 million. For comparison purposes, without the \$49.9 million in refinanced bond proceeds, total revenue in FY 2021 is \$459.2 million, which, largely due to the COVID-19 pandemic. is \$2.7 million less than FY 2020, or a 0.6 percent decrease.

At this time in FY 2021, the City's total revenue collection is not noticeably different than the COVID-19 impacted revenues that were projected for the first nine months of the current fiscal year. Revenues with considerable declines are being partially offset with additional revenues in other categories. The FY 2022 budget process included a comprehensive forecast of the FY 2021 General Fund Revenues that was reviewed and revised in April. The most recent FY 2021 General Fund revenue forecast is reflected in Attachment 1, column C.1.

Personal Property tax revenues are showing a significant decline compared to FY 2020. Although staff has not

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utilized the City's third-party collection firm to pursue delinquent taxes during the pandemic, this effect enforcement tool is expected to be utilized once again in FY 2022. As approved by City Council, the personal property due date was delayed from October 5 to December 15 for FY 2021, so this later due date is also impacted collections. Notices have been mailed alerting individuals about their delinquent status and encouraging them to reach out to the Finance Department to arrange a payment plan if needed. It is also important to note that the total personal property levy, or taxes billed in FY 2021 (tax year 2020) was 4.6 percent lower than the previous levy. As noted during the budget process, a combination of fewer cars on the tax rolls and fewer new cars purchased and added to the tax rolls has had a negative impact on the tax levy in FY 2021. Real Estate revenue projections reflect 2021 assessments, as well as a 2-cent reduction in the 2021 real estate tax rate as approved by Council on May 5.

The development and subsequent revisions to the FY 2021 General Fund revenue budget included a careful review of each revenue category to estimate the impact COVID-19 might have on receipts and many categories were reduced in advance of continued impacts on the City's economy from the pandemic. Based on current pandemic and economic forecasts and fiscal trends, the post COVID-19 economic recovery will likely be longer than projected last Spring, and revenues will be less than currently budgeted. Currently staff does not anticipate any other significant changes in the rate of collection or payment in any of the City's revenue categories.

Sales tax revenue is consistent with receipts from February 2020. This is due in large part to a surge in internet-based sales, which are comprise a larger percentage of Sales tax revenue than in previous years. Attachment 3 provides a comparison of Sales tax and other consumer spending revenue categories. Compared to FY 2020, February 2021 Sales tax revenue is 5.3 percent higher than February 2020 revenue. Total Sales tax revenues for the year is up 1.4 percent compared to the same period in FY 2020. Recordation tax revenues have increased 24.4 percent due to residential sales and refinancing as well as the sale of the Southern Towers multifamily portfolio.

Non-tax revenues are also showing the effects of the pandemic for a variety of reasons. Physical distancing and "safer at home" directives are significantly impacting revenues that are dependent on entrance and rental fees like recreation classes and facility rentals. In addition, revenue from the Use of Money and Property is lower than last fiscal year due to interest earnings on invested City cash being significantly lower than prior years due to market conditions causing lower revenue from City cash balances. Lower interest rates were anticipated, and the budget for Interest on General Fund Investments was reduced significantly for FY 2021. Permits and Licenses are over \$2.6 million more than receipts in April 2020 due to the collection of past due invoices for Temporary Parking permits by a utility company.

#### COVID IMPACT AND AMERICAN RESCUE PLAN

The first chart in Attachment 3 shows the cumulative impact that the pandemic has had on consumer taxes. In aggregate, the impact on the City's revenue in the past 12 months is a loss of revenue of \$17.1 million. The most significant decline is in Transient Lodging tax revenue, which is down 71.6 percent in the past 12 months or a loss of \$9.0 million. Losses in Meals Sales Tax revenue are proportionally less than Transient Lodging, with a 33.4 percent decline; this equates to \$8.2 million in lost revenue in the past 12 months.

The Consumer Spending chart now includes information about the impacts of recovery on the local economy. March 2020 was the first month of tax receipts that reflected behavioral change due to the pandemic. Although the City's Sales tax revenue benefited from the pandemic, both meals and transient lodging showed significant

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declines compared to FY 2019. Signs of recovery are now evident in for some revenue categories as shown in Attachment 3. Compared to March 2020, when the pandemic was taking hold, meals tax revenue in March 2021 is up 35.7 percent. It is still down considerably compared to March 2019, and transient lodging remain at levels below March 2020.

The recently federally approved American Rescue Plan Act (ARPA) will provide \$59.6 million to the City. On May 17, the City received \$29.8 million, which represents half of the total ARPA allocation to the City of Alexandria. This will be deposited in the Special Grants Fund and allocated by City Council at its July 6 meeting. The second half is expected to be transferred from the U.S. Treasury to the City in May of 2022.

### **EXPENDITURES**

As of April 31, 2021, General Fund expenditures totaled \$556.0 million, an increase of \$31.7 million or 6.1 percent compared to the same period for FY 2020. Bond proceeds are transferred to an escrow agent and shown as an expenditure in FY 2021. Without this variance, General Fund expenditures total \$506.3 million, which is a decrease of \$17.9 million or 3.4 percent. Expenditures for most City departments are consistent with spending over the same period last fiscal year. Transit subsidies are less than budgeted due to WMATA's use of CARES funding resulting in a temporary reduced need for full budgeted funding from localities. Some of this WMATA savings will be used to help offset lost farebox revenue for DASH. With the November 2020, the Registrar of Voters is also trending significantly higher than FY 2020. These costs have been budgeted, and the additional costs for mailing that were incurred have been reimbursed to the City by State and other grants.

For comparison purposes, a preliminary comprehensive expenditure projection has been included with this report. The fiscal year is over 83 percent completed and forecasts are based on current information about departmental operations through the end of the year. Including the funds associated with the bond proceeds and previously planned use of fund balance, projected general fund revenues (excluding budget fund balance and ARPA funds) of \$790.8 million, compares favorably to projected expenditures of \$786.6 million. The City's selective hiring freeze significantly contributed to this fiscal outcome. Several departments are projected to exceed their budgets by very small amounts primarily related to COVID related costs or where the assumed vacancy rate did not occur. The Supplemental Appropriation Ordinance in June will include a section of interdepartmental transfers, in which surplus resources from some mostly smaller departments will be transferred to other departments that experienced unbudgeted expenses or whose vacancies were not sufficient to cover the assumed turnover savings that was included in the FY 2021 Approved Budget. At t his point in the fiscal year, spending in the Non-Departmental account includes the City's investment and response to the pandemic, year-end corrections and adjustments and allocations to funding streams (FEMA, ARPA), will ultimately result in this account equaling the projected amount.

In summary while General Fund revenues are projected to fall about \$3.7 million short of the budgeted revenue amount, General Fund expenditures which are running below budget are currently projected to more than cover the projected revenue shortfall obviating the need to draw upon the General Fund balance as initially budgeted. Given that FY 20222's pandemic-based revenue budget was prepared with little knowledge of how the pandemic would impact revenues, staff did an extraordinary job of projecting FY 2022 revenues as well as managing expenses.

#### **ATTACHMENTS:**

Attachment 1: Comparative Statement of General Fund Revenues Attachment 2: Comparative Statement of General Fund Expenditures

Attachment 3: Comparison of Consumer Spending Categories

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Attachment 4: Investment Report, 3<sup>rd</sup> Quarter, FY 2021

## **STAFF**:

Laura B. Triggs, Deputy City Manager
Kendel Taylor, Director, Finance Department
Morgan Routt, Director, Office of Management and Budget
Kevin Greenlief, Assistant Director Revenue Division, Finance Department
Emily Poly, Budget Management Analyst II, Office of Management and Budget

### CITY OF ALEXANDRIA, VIRGINIA

# COMPARATIVE STATEMENT OF REVENUES GENERAL FUND

### FOR THE PERIODS ENDING APRIL 30, 2021 AND APRIL 30, 2020

		B FY 2021 APPROVED BUDGET		C.1 FY 2021 PROJECTED REVENUES		C FY2021 REVENUES HRU 4/30/2021		D=C/B % BUDGET		E FY 2020 APPROVED BUDGET		F FY2020 REVENUES IRU 4/30/2020	G=F/E  % OF TOTAL
General Property Taxes													
Real Property Taxes	\$	477,554,000		476,885,773	\$	237,370,445		49.7%	\$	462,848,143	\$	225,312,771	48.7%
Personal Property Taxes		55,213,000		52,550,000		51,673,416		93.6%		56,926,910		53,712,976	94.4%
Penalties and Interest		2,808,000		2,100,000		1,895,869		67.5%		2,708,000		1,931,383	71.3%
Total General Property Taxes	\$	535,575,000	\$	531,535,773	\$	290,939,730		54.3%	\$	522,483,053	\$	280,957,130	53.8%
Other Local Taxes													
Local Sales and Use Taxes	\$	26,194,000		30,800,000	\$	20,841,828		79.6%	\$	28,800,000	\$	20,553,022	71.4%
Consumer Utility Taxes		12,700,000		11,760,000		8,233,433		64.8%		12,000,000		8,480,148	70.7%
Communication Sales and Use Taxes		8,275,000		7,900,000		6,135,712		74.1%		9,200,000		6,002,646	65.2%
Business License Taxes		22,000,000		35,169,000		34,330,435		156.0%		34,378,000		32,812,314	95.4%
Transient Lodging Taxes		10,833,000		4,100,000		3,177,379		29.3%		12,800,000		7,947,744	62.1%
Restaurant Meals Tax		20,500,000		17,400,000		15,319,935		74.7%		24,231,000		16,731,512	69.1%
Tobacco Taxes		2,600,000		2,060,000		1,587,758		61.1%		2,600,000		1,570,276	60.4%
Real Estate Recordation		5,900,000		8,645,000		7,005,100		118.7%		6,000,000		5,629,213	93.8%
Admissions Tax		500,000		70,000		64,928		13.0%		670,000		436,192	65.1%
Other Local Taxes		5,109,090		4,310,000		1,045,493		20.5%		4,809,090		623,529	13.0%
Total Other Local Taxes	\$	114,611,090	\$	122,214,000	\$	97,742,001		85.3%	\$	135,488,090	\$	100,786,596	74.4%
Intergovernmental Revenues													
Revenue from the Fed. Government	¢	10,109,303		8,230,000	\$	5,539,843		54.8%	\$	10,397,000	\$	6,166,709	59.3%
Personal Property Tax Relief from	э	10,109,303		8,230,000	Ф	3,339,643		34.070	Ф	10,397,000	Ģ	0,100,709	39.3%
the Commonwealth		23,578,531		23,578,531		23,106,960		98.0%		23,578,531		23,106,960	98.0%
Revenue from the Commonwealth		23,741,866		24,610,458		18,719,159		78.8%		23,621,515		18,251,662	77.3%
Total Intergovernmental Revenues	\$	57,429,700	\$	56,418,989	\$	47,365,962		82.5%	\$	57,597,046	\$	47,525,331	82.5%
											_		
Other Governmental Revenues And													
Transfers In													
Fines and Forfeitures		3,502,615		3,212,600	\$	2,580,099		73.7%		4,930,450	\$	3,628,872	73.6%
Licenses and Permits		2,339,631		4,119,750		3,871,183		165.5%		2,615,350		1,239,306	47.4%
Charges for City Services		14,308,344		9,408,601		7,893,130		55.2%		15,790,462		14,316,187	90.7%
Revenue from Use of Money & Prop		5,498,250		3,363,307		2,869,356		52.2%		11,406,650		7,247,362	63.5%
Other Revenue		2,067,866		1,773,500		1,476,676		71.4%		2,591,285		1,875,846	72.4%
Transfer from Other Funds		9,246,427		8,857,193		4,416,124		47.8%	_	9,291,882	_	4,283,941	46.1%
Total Other Governmental Revenues	\$	36,963,133	\$	30,734,951	\$	23,106,567		62.5%	\$	46,626,079	\$	32,591,514	69.9%
TOTAL REVENUE	\$	744,578,923	\$	740,903,713	\$	459,154,260		61.7%	\$	762,194,268	\$	461,860,571	60.6%
Appropriated Fund Balance													=
General Fund	\$	12,934,086			\$	-	\$	-	\$	13,660,407	\$	-	-
Appropriated refunding bond proceeds Encumbrances And Other	\$	49,887,196	\$	49,887,196	\$	49,887,196				4,011,361			
Supplemental Appropriations		4,072,972				-		-		7,011,301		-	=
TOTAL	\$	811,473,177	\$	790,790,909	\$	509,041,456		62.7%	\$	779,866,036	\$	461,860,571	59.2%
IOIAL	э	011,4/3,1//	Þ	170,190,909	3	307,041,430	_	02.7%	ф	/ / 7,000,030	Þ	401,000,3/1	39.2%

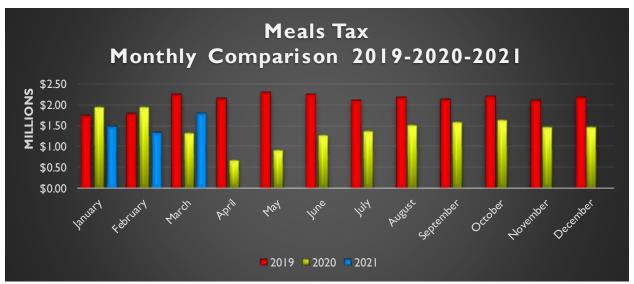
# COMPARATIVE STATEMENT OF EXPENDITURES & TRANSFERS BY FUNCTION GENERAL FUND

### FOR THE PERIODS ENDING APRIL 30, 2021 AND APRIL 30, 2020

В **C.1**  $\mathbf{C}$ D=C/B  $\mathbf{E}$  $\mathbf{F}$ G=F/E FY 2020 FY 2021 FY 2021 FY2021 FY2020 REVISED PROJECTED **EXPENDITURES** OF BUDGET APPROVED EXPENDITURES OF BUDGET BUDGET THRU 4/30/2021 EXPENDED BUDGET EXPENDED FUNCTION EXPENDITURES THRU 4/30/2020 76.0% 3 495 056 Legislative & Executive...... \$ 3,500,000 2,718,487 2,663,649 76.2% 3,577,587 \$ 34,657,782 78.8% 45,701,000 75.8% 46,011,254 36,264,690 Judicial Administration..... 45,727,423 Staff Agencies Communications..... 1.053.828 1.146.072 1.567.258 1,300,000 \$ \$ 1.544.294 74.2% 67.2% 735,773 Human Rights..... 734,336 905,798 939,907 940,000 \$ 78.1% 81.2% Information Technology Services.... 13,118,675 13,000,000 9,788,999 74.6% 12,123,957 9.392,194 77.5% \$ 1,364,181 1.089.287 Management & Budget..... 1,274,629 1,200,000 931,037 73.0% 79.8% \$ 12,300,000 13,555,967 9,684,222 Finance... 12,845,110 9.015,632 70.2% 71.4% \$ 407,356 Performance and Accountability.... 509,772 560,000 \$ 79.9% 535,509 419,391 78.3% Internal Audit.... 412,464 360,000 288,245 69.9% 442,002 204,288 46.2% Human Resources.... 4,344,021 4,100,000 3,250,074 74.8% 4,689,778 3,521,810 75.1% Planning & Zoning.... 5,937,014 5,850,000 4,476,029 75.4% 6,390,022 4,787,275 74.9% Economic Development Activities.... 7,123,390 7,100,000 6,813,118 95.6% 7,131,946 6,249,459 87.6% City Attorney..... 3,751,516 3,300,000 2,529,425 67.4% 4,282,658 3,450,722 80.6% 1,335,329 1,011,908 Registrar.... 1,468,351 1,400,000 \$ 1,044,877 71.2%75.8% Organizational Excellence 169,548 185,000 \$ 149,712 88.3% 150,446 44,261 29.4% General Services..... 11.531.122 10,500,000 7,694,933 12.007.997 8,846,610 73.7% 66.7% Total Staff Agencies 64,992,778 62,095,000 66,459,884 48,177,600 74.1% 50,583,273 76.1% **Operating Agencies** 17,270,934 Transportation & Environmental Services..... 23,774,573 22,200,000 16,412,022 69.0% 24,352,518 70.9% Project Implementation..... 25 0.0% 51,300,000 55,307,474 42,107,378 Fire. 52,442,480 40,055,010 76.4% 76.1% 67,140,443 50,990,865 Police..... 62,514,687 59,000,000 47,054,650 75.3% 75.9% 8,498,862 Emergency Communications.... 8,743,235 8,300,000 6,696,924 76.6% 6,564,869 77.2% ..... 24,000 13,200 3,592 15.0% 24,449 5,163 21.1% Transit Subsidies.... 21,751,104 14,562,467 12,100,000 860,651 5.9% 16,411,740 75.5% Housing..... 1,807,163 1,600,000 1,525,089 84.4% 1,909,924 1,496,452 78.4% Community and Human Services.... 11,684,654 14,574,157 14,850,323 14,850,000 78.7% 11,756,884 80.7% 8.249,739 8,363,542 7,543,605 Health... 9,130,362 8,900,000 90.4% 90.2% Historic Resources..... 3,566,232 3,600,000 2,734,147 76.7% 3,586,582 2,632,755 73.4% 23,236,276 22,300,000 15,949,846 68.6% 24,038,373 18,132,161 75.4% **Total Operating Agencies** 214,651,798 204,163,200 151,226,347 70.5% 229,547,428 174,912,807 76.2% Education Schools. 234.037.296 234.037.296 163,826,107 70.0% \$ 231,669,496 162,168,647 70.0% \$ \$ Other Educational Activities..... 100.0% 16,009 16,009 16,009 16,128 12,096 75.0% Total Education 234,053,305 234,053,305 163,842,116 70.0% 231,685,624 162,180,743 70.0% Capital, Debt Service and Miscellaneous Debt Service - City..... \$ 37,288,071 \$ 36,267,430 \$ 26,000,796 69.7% 35,530,695 25,987,524 73.1% Debt Service - Schools..... \$ 28,578,698 28,578,698 28,578,698 100.0% 28,112,251 19,943,052 70.9% Expenses on Refunding Bonds.... 49,618,630 49,681,100 49,618,630 Non-Departmental.... 9,857,954 \$ 7,600,000 9,776,054 99.2% 9,795,495 8,047,156 82.2% General Cash Capital..... 27,338,144 21,590,071 \$ 27,338,144 13,669,072 50.0% 44,230,142 48.8% Contingent Reserves..... 4,268,703 600,000 0.0% 749,170 Total Capital, Debt Service and Miscellaneous 157,012,669 118,417,753 150,002,902 127,643,250 81.3% 75,567,803 63.8% 695,616,999 502,172,965 TOTAL EXPENDITURES 720,015,560 699,515,407 \$ 528,265,583 73.4% \$ 72.2% Cash Match (Transportation/DCHS/ and Transfers to the Special Revenue /Capital Projects Funds)... 55,736,959 55,000,000 6,532,995 11.7% 52,973,302 6,403,125 12.1% 2,697,288 Transfer to Housing.... 4.717.217 2,358,609 8.867.775 4,700,000 50.0% 30.4% Transfer to Library. 7,176,355 7,100,000 151,268 2.1% 7,115,682 57,075 0.8% Transfer to DASH..... 18,649,566 23,827,086 15,292,278 84.3% 786,565,407 TOTAL EXPENDITURES & TRANSFERS 811,473,178 555,958,021 68.5% 779,866,036 524,225,672 Total Expenditures by Category Salaries and Benefits..... 227,456,371 222,682,115 \$ 175,944,181 77.4% 233,319,522 179,058,134 76.7% Non Personnel (includes all school funds) ..... 584,016,806 563,883,292 380,013,840 65.1% 546,546,514 345,167,538 63.2% Total Expenditures 811,473,177 555,958,021 779,866,036 524,225,672 67.2% 786,565,407 68.5%

	Year ove								
	Tax Revenue	CY 2018-19	CY2019-20	CY2020-21	21-20 \$ Chg	21-20 % Chg			
Mar-Feb	Sales	\$28,095,049	\$30,823,454	\$30,229,026	(\$594,428)	-1.9%			
Apr-Mar	Meals Sales	\$23,127,205	\$24,680,561	\$16,436,418	(\$8,244,143)	-33.4%			
Apr-Mar	Transient Lodging	\$12,807,952	\$12,554,506	\$3,571,293	(\$8,983,213)	-71.6%			
Apr-Mar	Admissions	\$644,040	\$583,460	\$63,510	(\$519,950)	-89.1%			
Apr-Mar	Recordation	\$6,061,915	\$7,248,655	\$8,521,914	\$1,273,259	17.6%			
	Cumulative	\$70,736,161	\$75,890,636	\$58,822,161	(\$17,068,475)	-22.5%			
	Year over Year Comparison								
	Tax Revenue	CY 2019	CY2020	CY2021	21-20 \$ Chg	21-20 % Chg			
February	Sales	\$2,032,832	\$2,209,728	\$2,326,227	\$116,499	5.3%			
March	Meals Sales	\$2,231,210	\$1,321,421	\$1,792,845	\$471,424	35.7%			
March	Transient Lodging	\$1,326,971	\$510,583	\$389,402	(\$121,181)	-23.7%			
March	Admissions	\$51,796	\$12,341	\$10,040	(\$2,301)	-18.6%			
March	Recordation	\$561,392	\$582,331	\$731,152	\$148,821	25.6%			
		Comparison	to Average Col	lection					
					FY 2019				
					Monthly	5-year Same			
	Tax Revenue	CY 2019	CY 2020	CY2021	Average	Month Average			
February	Sales	\$2,032,832	\$2,209,728	\$2,326,227	\$2,398,919	\$1,990,508			
March	Meals Sales	\$2,231,210	\$1,321,421	\$1,792,845	\$2,048,329	\$1,738,836			
March	Transient Lodging	\$1,326,971	\$510,583	\$389,402	\$1,071,347	\$1,217,009			
March	Admissions	\$51,796	\$12,341	\$10,040	\$52,372	\$60,591			
March	Recordation	\$561,392	\$582,331	\$731,152	\$493,073	\$485,791			







# City of Alexandria Investment Report

As of December 31, 2020

## **Investment Policy**

Objective and Strategy

Safety of Principle – investments will be made in a manner that seeks to ensure the preservation of capital

Preservation of capital

*Liquidity* – the investments will remain sufficiently liquid to meet all operating requirements that are reasonably anticipated

Requirements that are reasonably anticipated

*Yield* – attain a market rate of return (consistent with the 2-year Treasury maturity). This is secondary to safety and liquidity.

## **Investment Committee**

Responsibilities for the City's investment management decisions and activities rest with:

- Director of Finance Kendel Taylor
- Assistant Director of Finance/Revenue Kevin Greenlief
- Assistant Director of Finance/Treasury David Clark

## **Authorized Investments**

- Obligations of the Commonwealth of Virginia, the United States or Virginia Municipalities
- Prime Quality Commercial Paper with maturities of 270 days or less
- Certificates of Deposits (CDARS)
- Insured Cash Sweeps (ICS)
- Virginia Local Government Investment Pool (LGIP)
- Virginia Investment Pool (VIP)

# **Diversification Strategy**

Security Type	Maximum % of the Total Funds Available for Investment
Obligations of Virginia	40%
Obligations of the US	75%
Obligations of Virginia Municipalities	40%
Prime Quality Commercial Paper	25%
Commercial Paper of any one Issuing Corporation	5%
CDARs	75%
ICS	40%
LGIP	75%
VIP	75%

# Portfolio as of March 31, 2021

Security Type	<b>Balance</b> (millions)	Allocation
Local Government Investment Pool (LGIP)	\$269.8	77.8%
US Agency/Treasury Bonds	30.0	8.7%
,		
Virginia Investment Pool (VIP) 1 – 3 Year	22.8	6.6%
CDARS	12.5	3.6%
Virginia Investment Pool (VIP) Liquidity	11.2	3.2%
, , ,		
Money Market/Sweep	0.5	0.2%
Total	\$346.8	100.0%

# Return on Investment 2Q – FY 2021

Security Type	Balance (millions)	Yield (Weighted Average)
Local Government Investment Pool (LGIP)	\$269.8	0.10%
Virginia Investment Pool (VIP) 1 – 3 Year	30.0	0.74%
US Agency/Treasury Bonds	22.8	0.30%
CDARS	12.5	0.28%
Virginia Investment Pool (VIP) Liquidity	11.2	0.11%
Money Market/Sweep	0.5	0.00%
Total	\$346.8	0.17%